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Letter to AALL leaders regarding AALL Executive Board Meeting, January 30, 1991

Judy Genesen

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DATE: January 30, 1991

TO: Executive Board
Council Chairs
Committee Chairs
Representatives
SIS Chairs
Chapter Presidents

FROM: Judy Genesen, Executive Director 

SUBJECT: Executive Board Meeting Agenda, April 12 & 13, 1991

Enclosed you will find a copy of the agenda form to be used to submit items for consideration by the Executive Board at its spring board meeting, April 12 and 13, 1991. The revised form reflects the board's approval, at its November, 1990 meeting, of the following:

Any program, procedure, etc. adopted by the Board which requires funds not currently budgeted will require a motion that a specified dollar amount be added to the budget for the purpose of implementing that program, procedure, etc. If such a motion is not adopted, the program, procedure, etc. will not be implemented until such time as an appropriate motion amending the budget is adopted. This motion will become effective upon passage.

Monday, March 11, 1991, is the deadline for receipt of agenda items at Headquarters. Please remember to submit a copy of your agenda item to your liaison, or the head of your council at the same time you send it to me. I look forward to hearing from you.

Tab No. _____

Date: _____

AGENDA ITEMS - EXECUTIVE BOARD MEETINGS

Requested By _____ Direct Response to _____

On Behalf of _____ Board Liaison _____

_____ Requires Board Action _____ Information Only _____ Nothing For This Board Meeting

Summary/Background _____

Motion for Board Action: _____

Funds Required: \$ _____ Budget Revision Required: _____ Yes _____ No

Motion for Budget Revision: _____

Action Taken: _____

FOR OFFICE USE ONLY:
Follow Up Responsibilities:

_____ Board Liaison

_____ Board Member

_____ Staff

Handbook revision needed: _____ Yes _____ No

RETURN BY: March 11, 1991

To: Judy Genesen, Executive Director
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